

From: [Craig Cooper](#)
To: cooper.david@epa.gov
Subject: SSFL CIP Prep
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David - Here are our action items per our meeting yesterday.

David:

- Prepare draft list of Interviewees
- Prepare draft list of interview questions

Craig:

- Get comments and suggest additions back to David on both lists (i.e. who to interview and interview questions)
- See if HGL can provide some CIP Support (i.e. scheduling interviews, note-taking at interviews)

As predicted, Elizabeth is trying to organize a meeting for Tuesday at 3pm. Did you see an Agenda for this meeting? As we discussed, it will probably be more productive if we can briefed our managers/answer their questions on our recommended approach.

Here is my first shot at an Agenda. Any comments:

1. SSFL CIP
 - EPA team
 - Scope
 - Approach
 - Schedule
2. TASC
 - Capacity Building in the Community
 - Dan H and ACME reaction to Chris interest in TASC
 - Chris Rowe, ACME and Dan.....can they get along?
3. Working with the SSFL Community
 - Tech Work Groups
 - Public Meetings
 - DTSC's CWG
4. Multi-Party Coordination (DTSC, EPA, NASA, DOE, Boeing)
 - Public Affairs Conference Calls

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